



Department of Labor & Industry  
**Job Service Workforce Center**  
**Registration Form**

Please complete this registration form in its entirety. Please print legibly.  
Thank You!

### Basic Information

<b>Social Security Number</b> - -	<b>First Name</b>	<b>Middle Initial</b>	<b>Last Name</b>	
<b>Mailing Address</b>		<b>City</b>	<b>State</b>	<b>Zip Code</b>
<b>Street Address</b>		<b>City</b>	<b>State</b>	<b>Zip Code</b>
<b>E-mail Address</b>		<b>Primary Phone</b> ( ) (Circle One) Home Cell Work Other	<b>Alternate Phone</b> ( ) (Circle One) Home Cell Message Work	
<b>How may we contact you?</b> (check all that apply) <input type="checkbox"/> Phone <input type="checkbox"/> E-mail <input type="checkbox"/> Mail		<b>Birth Date:</b> /     /	<b>Gender:</b> <input type="checkbox"/> Male <input type="checkbox"/> Female	
<b>Are you a US Citizen?</b> <input type="checkbox"/> Yes <input type="checkbox"/> No <i>If no, please list your Alien Registration #</i>	<b>Are you Hispanic or Latino?</b> <input type="checkbox"/> Yes <input type="checkbox"/> No	<b>Race:</b> <i>(This information is being collected for statistical purposes only and will not affect the services you receive). You may select more than one:</i> <input type="checkbox"/> White <input type="checkbox"/> Black/African-American <input type="checkbox"/> Native American or Alaska Native <input type="checkbox"/> Asian <input type="checkbox"/> Native Hawaiian/Pacific Islander <input type="checkbox"/> Unknown/More than one race		
<b>Are you a migrant seasonal farm worker?</b> <input type="checkbox"/> Yes <input type="checkbox"/> No <i>(If "Yes" you must see an employment specialist when turning in this form)</i>				

### Veteran Information

<b>Service connected disability (if applicable)</b> <input type="checkbox"/> 30% or greater <input type="checkbox"/> Less than 30%	<b>Military Service Dates</b> Month / Year From:     /     To:     / From:     /     To:     /
<b>Are you claiming Veteran's Preference from a spouse's military status?</b> <input type="checkbox"/> Yes <input type="checkbox"/> No	<b>Type of discharge?</b> <input type="checkbox"/> Honorable <input type="checkbox"/> Other
<input type="checkbox"/> Killed in action <input type="checkbox"/> Missing in action <input type="checkbox"/> 100% Service connected disability <input type="checkbox"/> Deceased	<b>Branch of Service:</b> <input type="checkbox"/> Army <input type="checkbox"/> Navy <input type="checkbox"/> Marine Corps <input type="checkbox"/> Air Force <input type="checkbox"/> Coast Guard <input type="checkbox"/> National Guard <input type="checkbox"/> Reserves
<b>Did you receive a Campaign Badge while in the service?</b> <input type="checkbox"/> Yes <input type="checkbox"/> No	<b>Do you have a copy of your DD214 (Member 4)?</b> <input type="checkbox"/> Yes <input type="checkbox"/> No.

### Desired Employment

<b>Objective Statement</b> <i>(This is the description of the type of employment you are seeking. This statement will be part of your of your electronic resume)</i>   		
<b>Would you like employers to have the ability to view your resume on our website?</b> <input type="checkbox"/> Yes <input type="checkbox"/> No	<b>Are you currently employed?</b> <input type="checkbox"/> Yes <input type="checkbox"/> No	<b>Are you currently filing for unemployment insurance benefits?</b> <input type="checkbox"/> Yes <input type="checkbox"/> No
<b>Job(s) you are interested in:</b>	<b>Months of Experience</b>	<b>Last Year Worked</b>

## Job Information

Minimum Salary Wage you will accept per:

☐ Hour ☐ Month ☐ Year

\$

Are you willing to work on a commission basis?

☐ Yes ☐ No

Duration of jobs you are will accept (check all that apply)

☐ Full Time ☐ Part Time

☐ Temporary ☐ Seasonal

Shifts you will work: ☐ Day ☐ Swing ☐ Grave ☐ Rotating

Are you willing to work:

Saturday? ☐ Yes ☐ No Sunday? ☐ Yes ☐ No

Are you willing to:

Live at the worksite? Work at a domestic job?

Are you willing to perform lifting up to:

20 lbs 21-50 lbs 51-75 lbs

75 lbs or more

Do you have access to a car/transportation? ☐ Yes ☐ No

Do you have a valid Driver's License? ☐ Yes ☐ No

Type of Drivers License: ☐ D-Standard Driver's License

CDL Type ☐ A-1 ☐ A-2 ☐ B-1 ☐ B-2 ☐ C-1 ☐ C-2

Endorsements: ☐ HAZMAT ☐ Tanker ☐ Passenger

☐ School Bus ☐ Double/Triple Trailer ☐ Tank & HAZMAT

Are you willing to relocate? ☐ Yes ☐ No

## Employment History

Employer Name: City: State:

Start Date: / Ending Date: / Total months worked: Hours per week:

Ending salary per: ☐ Hour ☐ Month ☐ Year Amount \$ Print on Resume for Employers to View? ☐ Yes ☐ No

Job title Is this work history desired employment? ☐ Yes ☐ No

Job description/duties (Include skills obtained and tools/machines used):

Employer Name: City: State:

Start Date: / Ending Date: / Total months worked: Hours per week:

Ending salary per: ☐ Hour ☐ Month ☐ Year Amount \$ Print on Resume for Employers to View? ☐ Yes ☐ No

Job title Is this work history desired employment? ☐ Yes ☐ No

Job description/duties (Include skills obtained and tools/machines used):

Employer Name: City: State:

Start Date: / Ending Date: / Total months worked: Hours per week:

Ending salary per: ☐ Hour ☐ Month ☐ Year Amount \$ Print on Resume for Employers to View? ☐ Yes ☐ No

Job title Is this work history desired employment? ☐ Yes ☐ No

Job description/duties (Include skills obtained and tools/machines used):

Employer Name: City: State:

Start Date: / Ending Date: / Total months worked: Hours per week:

Ending salary per: ☐ Hour ☐ Month ☐ Year Amount \$ Print on Resume for Employers to View? ☐ Yes ☐ No

Job title Is this work history desired employment? ☐ Yes ☐ No

Job description/duties (Include skills obtained and tools/machines used):

## Education / Licenses / Certificates / Accomplishments

Are you currently a full time student, or do you plan to attend school in the next 4 months? ☐ Yes ☐ No

Years of school completed? \_\_\_\_\_ Type of degree? ☐ None ☐ High School ☐ G.E.D. ☐ Associates  
☐ Bachelors ☐ Master ☐ PHD ☐ Area of study

Name of School \_\_\_\_\_ City: \_\_\_\_\_ State \_\_\_\_\_

Major: \_\_\_\_\_ Minor: \_\_\_\_\_ Date Degree Received: \_\_\_\_\_

☐ Certificate ☐ Professional License

Type: \_\_\_\_\_ State: \_\_\_\_\_ Date of Completion: \_\_\_\_\_ / \_\_\_\_\_

☐ Certificate ☐ Professional License

Type: \_\_\_\_\_ State: \_\_\_\_\_ Date of Completion: \_\_\_\_\_ / \_\_\_\_\_

### Additional Education:

School Name: \_\_\_\_\_ Type of Education: \_\_\_\_\_

State: \_\_\_\_\_ Date of Completion: \_\_\_\_\_ / \_\_\_\_\_

Do you have a disability? ☐ Yes ☐ No If yes, does this cause a substantial barrier to employment? ☐ Yes ☐ No

Is your unemployment the result of a layoff of 10 or more employees? ☐ Yes ☐ No

Are you a homemaker who has been out of the workforce for 8 or more years? ☐ Yes ☐ No

Have you recently lost the financial support of a family member or government agency? ☐ Yes ☐ No

Do you have Limited English Proficiency? (LEP) ☐ Yes ☐ No What is your primary language? \_\_\_\_\_

### Work Related/Employment Accomplishments (Optional):

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_
6. \_\_\_\_\_
7. \_\_\_\_\_
8. \_\_\_\_\_
9. \_\_\_\_\_
10. \_\_\_\_\_

## Interviewer Notes

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Admin Support/Office	Computer Software, Cont'	Machining	Social Services
	<input type="checkbox"/> MACIN - Macintosh		
<input type="checkbox"/> BANKI - Banking	<input type="checkbox"/> MICRW - Microsoft Word	<input type="checkbox"/> CNCOP - CNC Operator	<input type="checkbox"/> ASSMT - Assessments
<input type="checkbox"/> COLLE - Collections	<input type="checkbox"/> OUTLK - Outlook	<input type="checkbox"/> CNCPR - CNC Programmer	<input type="checkbox"/> CNSLR - Counselor
<input type="checkbox"/> DATAE - Data Entry	<input type="checkbox"/> PEACH - Peachtree	<input type="checkbox"/> CALIP - Calipers/Micrometers	<input type="checkbox"/> OBSRV - Observation
<input type="checkbox"/> GENOFF - General Office	<input type="checkbox"/> PHOTO - Photo Shop	<input type="checkbox"/> LATHE - Lathes/Mills/Presses	<input type="checkbox"/> RPRTS - Reports
<input type="checkbox"/> INSUR - Insurance	<input type="checkbox"/> POWER - Power Point	<input type="checkbox"/> MACHI - Machine Tool Tech	<input type="checkbox"/> TSTS - Tests
<input type="checkbox"/> LEGAL - Legal Terminology	<input type="checkbox"/> PRINT - Print Shop	<input type="checkbox"/> METRI - Metric Tools	Truck Driver
<input type="checkbox"/> MATH - Math Skills	<input type="checkbox"/> QUICB - Quick Book Windows	<input type="checkbox"/> PUNCH -Punch Press/Drill Press	
<input type="checkbox"/> MEDIT- Medical Terminology	<input type="checkbox"/> QBOOKS - QuickBooks Pro		
<input type="checkbox"/> MPHONE - Multi-Line Phone	<input type="checkbox"/> WIN - Windows XP	Management	<input type="checkbox"/> BDMP - Belly Dump
<input type="checkbox"/> TENKE - Ten Key	<input type="checkbox"/> WIND2 – Windows 2000	<input type="checkbox"/> BUDGT - Budgets	<input type="checkbox"/> CARH - Car Hauling
<input type="checkbox"/> TRANS - Transcription	<input type="checkbox"/> WIND9 – Windows 95/98/ME	<input type="checkbox"/> EVAL - Evaluate	<input type="checkbox"/> CEMT - Cement Hauling
<input type="checkbox"/> TYPNG - Typing	<input type="checkbox"/> WORDP - Word Perfect	<input type="checkbox"/> HIRE - Hiring	<input type="checkbox"/> CTRK - Chemicals
		<input type="checkbox"/> HRSRC - Human Resource	<input type="checkbox"/> FRGT - Dry Freight
Agriculture	Construction/Industrial	<input type="checkbox"/> MNGR - Manager	<input type="checkbox"/> FUEL - Fuels
		<input type="checkbox"/> MNTOR -Monitor Performance	<input type="checkbox"/> EQUIP - Heavy Equipment
<input type="checkbox"/> BRAND - Branding	<input type="checkbox"/> ASPH - Asphalt	<input type="checkbox"/> RECRT - Recruitment	<input type="checkbox"/> LOG - Log Truck
<input type="checkbox"/> CALVE - Calving	<input type="checkbox"/> BACKH - Backhoe/Trackhoe	<input type="checkbox"/> SPRV - Supervising	<input type="checkbox"/> MBLH - Mobile Home
<input type="checkbox"/> COMBINE - Combine	<input type="checkbox"/> BLUEP - Blueprint Reading	<input type="checkbox"/> TRAIN - Training	<input type="checkbox"/> MOVE - Moving van
<input type="checkbox"/> CLTVTE -Cultivating Equipment	<input type="checkbox"/> BULLD - Bulldozer / Grader		<input type="checkbox"/> OVERSZ - Oversized
<input type="checkbox"/> LIVES -Doctoring Livestock	<input type="checkbox"/> CABIN - Cabinetry	Programming Tools	<input type="checkbox"/> REFRI - Refrigeration Van
<input type="checkbox"/> FARMI - Farming	<input type="checkbox"/> CARPF - Carpentry-Finish		
<input type="checkbox"/> HARVST - Harvest	<input type="checkbox"/> CEMEN - Cement	<input type="checkbox"/> ACCES - Access	Welding
<input type="checkbox"/> HAY - Haying	<input type="checkbox"/> CURBA - Curb and Gutter	<input type="checkbox"/> ASP - Active Server Pages	
<input type="checkbox"/> IRRIG - Irrigation	<input type="checkbox"/> DRYWL - Drywall	<input type="checkbox"/> CPP - C++	<input type="checkbox"/> ALUMI - Aluminum Welding
<input type="checkbox"/> LVSTK - Livestock	<input type="checkbox"/> ELECC - Electrical	<input type="checkbox"/> COBOL - COBOL	<input type="checkbox"/> EBOSS - Engine Boss
<input type="checkbox"/> SEED - Seeding	<input type="checkbox"/> FORK - Forklift	<input type="checkbox"/> DELPH - DELPHI	<input type="checkbox"/> MIG - MIG Welding
<input type="checkbox"/> SIDEBM - Side Boom	<input type="checkbox"/> SOLDE - Solder - Hand	<input type="checkbox"/> DREAM - Dream Weaver	<input type="checkbox"/> PIPE - Pipe Welding
<input type="checkbox"/> SPRAY - Spraying	<input type="checkbox"/> STFRM - Steel Framing	<input type="checkbox"/> FLASH - Flasher	<input type="checkbox"/> STAIN -Stainless Steel Weld
<input type="checkbox"/> FALLOW - Summer Fallowing		<input type="checkbox"/> HTML - HTML	<input type="checkbox"/> STRUS -Structural Steel Weld
<input type="checkbox"/> TRCTR - Tractor Operation	Firefighting	<input type="checkbox"/> JAVA - JAVA	<input type="checkbox"/> TIG - TIG Welding
<input type="checkbox"/>			<input type="checkbox"/> ORACD - Oracle Database
	<input type="checkbox"/> EBOSS - Engine Boss	<input type="checkbox"/> PLSQL - PL/SQL	Tools Owned
Bookkeeping/Accounting	<input type="checkbox"/> PCKTST - Pack Test	<input type="checkbox"/> SQL - SQL	
	<input type="checkbox"/> RDCRD - Red Card	<input type="checkbox"/> SQLSE - SQL Server	<input type="checkbox"/> AUTOT - Auto Body Tools
<input type="checkbox"/> AP - Accounts Payable	<input type="checkbox"/> SFTYGR - Safety Gear	<input type="checkbox"/> VISUA - Visual Basic	<input type="checkbox"/> CARPH -Carpentry Hand Tools
<input type="checkbox"/> AR - Accounts Receivable		<input type="checkbox"/> XML - XML	<input type="checkbox"/> CEMET - Cement Tools
<input type="checkbox"/> BOOK - Bookkeeping/Account	General		<input type="checkbox"/> DRYWT - Drywall Tools
<input type="checkbox"/> COMPA -Computer Accounting			<input type="checkbox"/> ELECT - Electrical Tools
<input type="checkbox"/> GENER - General Ledger	<input type="checkbox"/> CLEAND -Clean Driving Record	Service Industries	<input type="checkbox"/> HARDH - Hard Hat
<input type="checkbox"/> INVOI - Invoicing	<input type="checkbox"/> COMPK - Computer Literate		<input type="checkbox"/> MACHT - Machining Tools
<input type="checkbox"/> PAYRL - Payroll	<input type="checkbox"/> INDTRU-Industrial Truck Driver	<input type="checkbox"/> CAHDLG - Cash Handling	<input type="checkbox"/> MECHA - Mechanic Tools
<input type="checkbox"/> QUART - Quarterly Taxes	<input type="checkbox"/> INTER - Internet Knowledge	<input type="checkbox"/> CASH - Cashier	<input type="checkbox"/> PAINT - Painting Tools
	<input type="checkbox"/> LOCAL-Local Haul Truck Driver	<input type="checkbox"/> CHILD - Child Care	<input type="checkbox"/> PLUMT - Plumber Tools
Computer Software	<input type="checkbox"/> SALE - Sales	<input type="checkbox"/> FOODP - Food Preparation	<input type="checkbox"/> STEEL - Steel-toed Boots
	<input type="checkbox"/> WARE-Warehouse/Production	<input type="checkbox"/> FOODSV - Food Service	<input type="checkbox"/> WELDT - Welding Tools
<input type="checkbox"/> ACCESS - Access	<input type="checkbox"/> TELE - Telemarketing	<input type="checkbox"/> INVTRY - Inventory	
<input type="checkbox"/> DESKT - Desktop Publishing	Languages	<input type="checkbox"/> JANIT - Janitorial / Cleaning	
<input type="checkbox"/> EXCEL - EXCEL		<input type="checkbox"/> RETSLS - Retail Sales	
<input type="checkbox"/> GRAPH - Graphics	<input type="checkbox"/> BILO - Bilingual Other		
	<input type="checkbox"/> BILIS - Bilingual Spanish		
	<input type="checkbox"/> SIGNL - Sign Language		